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ISSUED BY THE GLOBE TICKET COMPANY IN THE INTEREST OF THE TRANSIT INDUSTRY





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## GOOD LINE IDENTIFICATION FOR GOOD TRANSFERS

Illegitimate rides on transfers mean lost fares. At tariffs of 25¢, 30¢ or 35¢ per ride, which have now become common, transit companies can ill afford that drain on their revenue. And this drain can be substantial, if we realize that rides on transfers may well constitute one fourth of all trips.

So, it does pay to use care in the design of transfer arrangements that are capable of reducing fare losses through abuse to the smallest possible figure. The quest for economy, the shortage and cost of manpower as well as other economic pressures may cause us to seek short cuts and simplifications. But it is good to keep well in mind that, where short cuts and simplifications reduce the effectiveness of the protective features in transfer design, we may in the end pay in lost fares, due to abuse, a much greater price than the savings obtained through oversimplification.

In order to keep before our friends the features of form and procedure that we have learned to consider effective and practical in the use of transfers, we like to throw the spotlight, from time to time, on specific phases of transfer control. This may seem repetitious at times, but we feel that it is useful in most pursuits, to look, from time to

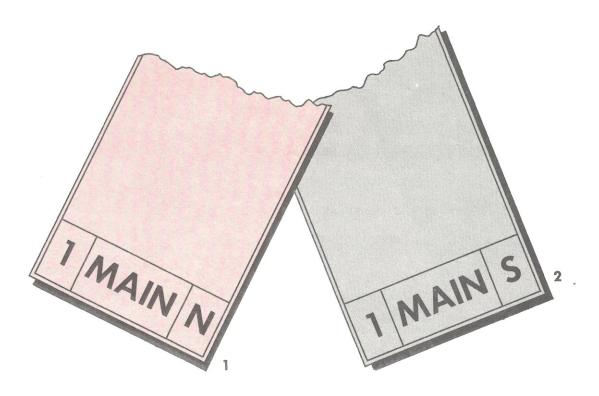
time, at the principles that govern them. One reason is to refresh one's thinking, the other to re-appraise one's actions. Finally, too, experience over the years may dictate changes in approach and procedure.

### IDENTIFICATION OF ISSUING LINE

The identification check which we all call a "Transfer", is called upon to control the transferring of passengers from the route on which it is issued, to a connecting line. It is to prevent transfer onto its own issuing line, particularly in the reverse direction and also to routes which could be used by the passenger to return to or near his starting point.

It is obvious then, that it should furnish clear evidence of the issuing line, easily picked up by the receiving driver.

Under two-man operation of past years, the conductor had reasonable time to read the signals on the transfer. But he is gone; the driver, now, must do everything. So, over the years, much attention has been given to the development of transfer signals that are automatic, mostly pre-printed, or easily applied, but also of a character that can be read surely and quickly. Hence the tear-off transfer, daily or symbol dating in large, red figures and better identification of



issuing lines, combined with the use of color to signal direction or trip origin areas.

#### LINE TRANSFER

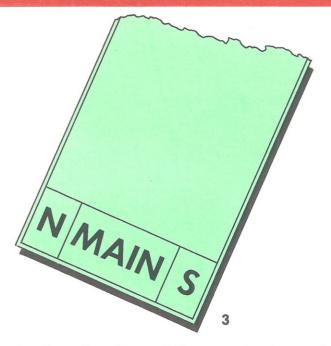
This method uses a separate form for each route or for each route and direction of travel of the vehicle at the time of issuance. The transfer automatically identifies the route; the driver needs but issue it. The identification is generally by large characters in a prominent area of the transfer, so that recognition by the receiving driver is easy and instant.

The sketches marked as 1 through 4 show

several typical variations of line transfers. Of those shown, only the one appearing as No. 3 requires punching or corner tear-off to indicate direction.

Where this type of transfer is used, it is easy to arrange the color of the paper in such a way that all transfers issued, particularly inbound, from one area, carry the same color. This creates a useful signal, to indicate the origin area of the trip, and it alerts the receiving driver to the restrictions in force, to prevent return-riding to or near the passenger's starting point. On the forms shown as 1 and 2 the supplies required are





simply ordered in a different color for each direction. In the case of 3 and 4, a quantity for each route would be ordered in one color for issuance while travelling northbound, with the remainder ordered in a different color for southbound issuance. In the case of 3, the direction would normally also be marked by punching or corner tearing or cutting. On 4 this is not necessary.

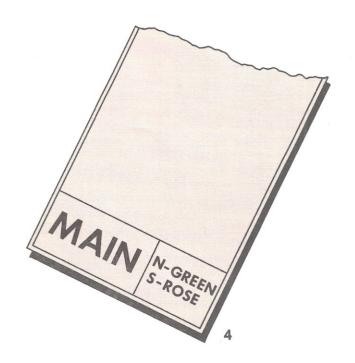
It is often desirable to show permissible transfer points or other restrictions on the face of the transfer, normally different for each line and direction. Where this is the case, only Line Transfers can normally be used. Where transfer points or restrictions apply to specific routes and directions, as is usually the case, separate forms for each direction are needed, such as those shown under 1 and 2. Where the same restrictions apply in both directions, which is not often the case, forms such as or similar to those

illustrated as 3 or 4 can do the job.

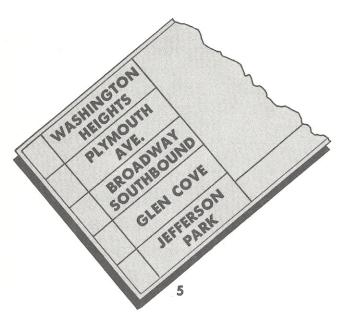
Line Transfers make possible the easiest and clearest indication and the quickest reading of line identification. They must, therefore, be considered as the most helpful to the driver in doing his job and in accomplishing the control of the transfer privilege that is desirable for reasonable protection against abuse.

#### SEMI UNIVERSAL TRANSFER

The forms sketched as 5, 6 and 7 combine several routes of a larger system on one form. In each case, the individual line from which a specific transfer is issued, is expected to be indicated by a punch mark. Also the direction may be similarly indicated or possibly pre-printed, like on 6 and 7.





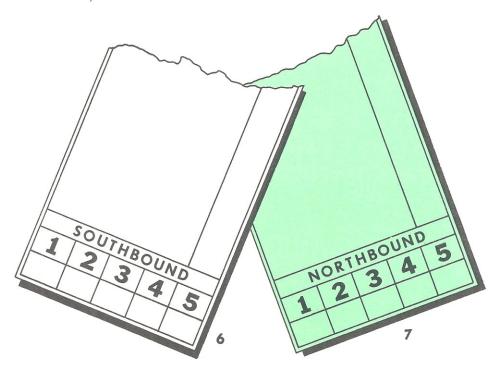


Here again, we have the opportunity to use color as a safety signal, in ways similar to those indicated for Line Transfers. Where this is done, the grouping of the lines would include on individual forms the lines emanating from a certain district or ap-

proaching the central city area over common trunk streets, these facts to be signalled by a specific color of stock.

However, Semi Universal transfers do not lend themselves to the indication of transfer points or restrictions on the face of the transfer, unless they are general enough to apply equally to all the routes that are covered by one form, a possibility that is fairly remote.

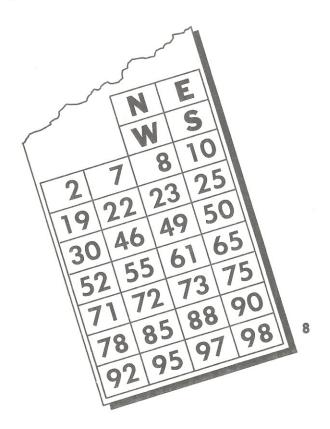
With the Semi Universal form we begin to place a heavier burden on the issuing as well as the receiving driver. The former must see that the transfers which he issues





are punched to indicate the line and direction. The latter must pay particular attention to these punchings which cannot always be picked up easily. Similar handicaps attach to methods of indicating line and direction by other means, such as notching.

When using Semi Universal Transfers, with punch marks for the signal, the punching should really be done at the garage, before issuance to drivers, so that, when the driver receives his supply, the transfer is already restricted as to line and direction. In that way the transfers, over which he has full control from then on, have become much less negotiable. The same applies also to Universal Transfers which will be discussed in the following chapter.



#### UNIVERSAL TRANSFER

The Universal Transfer finds justifiable use on smaller systems. It includes all lines on one form and, as a rule, depends on punching to indicate the one on which issuance happens to take place, as well as the direction of travel.

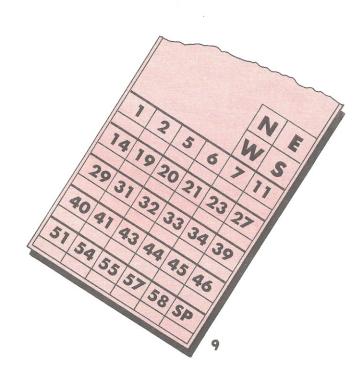
When used on a medium sized or larger property, it suffers beyond its normal limitations from the fact that a large number of route names or numbers must be accomodated on one form. This makes the punching, when done by the driver, and also the reading of the signals by the receiving man, more difficult and uncertain (see No. 8). Line numbers seldom run in unbroken consecutive sequence, so that, when a punch hole happens to make a number illegible, the receiving driver, perhaps a rooky, may be uncertain about it. Difficulties and uncertainties of this sort are apt to have a negative effect upon general performance and enforcement of rules. This particular shortcoming can be overcome to a degree by an arrangement which places a separate space for the punch hole signal under or alongside of the route number or name. This, however, reduces the number of line indications that can be accommodated in a given space, depending, of course, on the size of the characters used.



The Universal Transfer does not lend itself to the use of color for additional protection against return riding. Also, obviously, it is not possible to show specific transfer points or restrictions, applying to individual routes, on the transfer.

It was mentioned previously under Semi Universal Transfers that, where the driver does the punching, and that seems to be the general rule, he receives transfers potentially good on any route and which, therefore, are broadly useable as far as routes are concerned, if put into circulation illegitimately.

Often, the difference in cost between a Line Transfer and a Semi Universal or Universal Transfer lies only in the stock handling, because a Line Transfer requires more forms. That difference, under good handling, is often minor, and it is good to carefully evaluate how many fares may be lost through abuse of a transfer that is not as effective in holding down abuse as it could be made. Lost fares can outweigh the savings in stock handling by many dollars.









air travel







TICKETS, PASSES, TRANSFERS, CHECKS, LABELS TAB CARDS CASH CONTROL SYSTEMS



